


# United States Senate

OFFICE OF THE SERGEANT AT ARMS

## MEMORANDUM

TO: All Senate Offices

FROM: Frank J. Larkin 

DATE: February 23, 2018

RE: Information Regarding The Reverend Billy Graham

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**The Reverend Billy Graham will lie in honor in the Rotunda of the United States Capitol on Wednesday, February 28, 2018. Please note the following important information concerning this event:**

**Rotunda Arrival Ceremony- Wednesday, February 28 at 11:00 a.m.**

An Arrival Ceremony will be held in the Capitol Rotunda at 11:00 a.m. This ceremony will be open only to the Reverend Graham's family, friends, Senators, members of the House of Representatives, and other members of the government. Senators are requested to assemble in the Senate Chamber at 10:25 a.m. and proceed at 10:35 a.m. Because of motorcade arrivals and departures, access to the Capitol Plaza will be restricted to official motorcades only. We ask that Senators park in underground garages. **Please RSVP your Senator's attendance to 4-2341 by COB on Tuesday, February 27.**

**Lying in Honor – Public Viewing – February 28**

After the Arrival Ceremony has concluded, the Capitol Rotunda will open to the public from 1:00 p.m. until 8:00 p.m. The public will enter through the Capitol Visitor Center.

**Tours**

On Tuesday, February 27, the second floor of the Capitol will be closed to tours, but the Capitol Visitor Center and the first floor of the Capitol will remain open. The Capitol and Capitol Visitor Center will be closed to tours on Wednesday, February 28, until 1:00 p.m. on Thursday, March 1.

**Staff Viewing**

A separate staff viewing line for the Reverend Billy Graham will be created on Wednesday, February 28 at 1:00 p.m. Staff wishing to pay their respects may line up on the first floor of the Capitol by the Old Supreme Court.

Staff with Congressional identification badges may bring up to 15 guests. These guests must be escorted by staff, and should access the Capitol via any tunnel. Guests will not need passes. The viewing will last until 8:00 p.m.

***Please note: Photographs in the Rotunda are prohibited.***

**Visitors to the Capitol on Wednesday, February 28**

Visitors who are not attending the Arrival Ceremony, but who have meetings or appointments in the Senate Wing of the Capitol from 8:00 a.m. until 1:00 p.m. should check-in at either the Russell or Hart Appointment Desk and enter the Capitol via the tunnels.